

# City of San Antonio



## Animal Care Services Advisory Board Meeting Minutes

Wednesday, November 15, 2023 5:55 PM  
4710 State Hwy 151, San Antonio, TX 78227

### I. Call to Order:

Board Chair Braeutigam called the meeting to order at 5:57 p.m.

### II. Roll Call:

**Present:** Charlene Ducote (Dist. 1), George Garcia (Dist. 3), Rita Braeutigam - Chair (Dist. 4), Karen Speer - Secretary (Dist. 5), Valerie Moore (Dist. 7), Katie Jarl (Dist. 8), Susan Beldon (Dist. 9), Sallie Scott (Dist. 10)  
Ex-Officio Member: Shannon Sims

**Absent:** Amin Tohmaz (Mayor), Lorena Havill (Dist. 2), Kathleen Davis (Dist. 6)  
Ex-Officio Members: Dr. Marilyn Gotbeter, David McCary

*Ex-Officio Member McCary arrived at 6:02pm*

*Ex-Officio Member Gotbeter arrived at 6:29pm*

### III. Chair's Statement

### IV. Director's Report

Animal Care Services Director, Shannon Sims, discussed the recent Houston Mega Adoption Event. He stated the event took place from October 21<sup>st</sup> through October 22<sup>nd</sup>, during which ACS adopted out 129 out of the 145 pets they took to the event. Additionally, ACS had received support from the City Manager's Office by providing City of San Antonio employees hours of leave if they volunteered to foster these pets prior to the event. There were a reported 68 total City of San Antonio foster volunteers.

Sims provided a brief overview of the most recent Animal Care Officer Graduation which took place on November 8<sup>th</sup>. At the time, this was the largest graduating class with 16 ACO graduates.

Sims concluded the Director's Report with a summary of SNIPSA's Big Fix event. On November 11<sup>th</sup> at the Cuellar Community Center, SNIPSA completed over 500 spay/neuter surgeries. All surgeries were free to residents with vouchers or that resided in eligible zip codes, funded by the Free Community Spay/Neuter program at ACS. With

support from the Parks and Recreation Department, there was no charge for the use of Cuellar Community Center.

**V. Public Comment**

- a. Robert Ramos expressed thanks for the recent support with providing public clinics in areas of need. He hoped that with continued success these clinics could be setup in all of the districts. He expressed his excitement to learn about spay/neuter services during his time helping at the clinics. He emphasized the importance of educating kids on the realities of giving pets as gifts and the responsibility of pet ownership.
- b. Lea Laport gave her time to John Bachman.
- c. Erauda Morgan gave her time to John Bachman.
- d. John Bachman provided the Advisory Board a handout of animal photos. He expressed his concerns about the Advisory Board being inactive. He followed-up with saying there haven't been any Advisory Board ad-hoc committees and that he does not approve of the recent By-Laws change that exclude members of the general public from ad hoc committees. He continued with his concerns about the Advisory Board not reviewing the reports in the meeting's Consent Agenda. He mentioned that he would like to see the Advisory Board recommend more changes to ACS about operations. He emphasized that a lack of spay/neuter options and services is the biggest problem and that this is how money should be spent rather than on services that pick up more animals and euthanizing them.
- e. Jenna Loos expressed concerns that backyard breeders are not a priority. She shared frustrations about it taking ACS over 24 hours to respond to an injured call-for-service she had personally made. She said she is concerned about the lack of participation by Board members and staff not being involved with rescues.

**VI. Consent Agenda:**

1. Approval of the ACS Advisory Board By-Laws Amendments
2. Approval of the Minutes from the ACS Advisory Board Meeting on July 19, 2023
3. Approval of the Minutes from the ACS Advisory Board Meeting on September 20, 2023
4. Approval of ACS Advisory Board Statistical Reports for July, August, and September 2023
3. Approval of the ACS Advisory Board Contracts Performance Report
4. Approval of ACS FY 2023 Annual Report
5. Approval of the ACS Advisory Board Facility Inspections for September and November 2023
6. Approval of the FY 2024 ACS Advisory Board Facility Inspection Schedule

*Board Members Moore and Garcia pulled Item 5, ACS Advisory Board Contracts Performance Report.*

**Motion:** Board Member Moore moved to approve the Consent Agenda.  
Board Member Speer seconded the motion.

**Vote:** Ayes: Ducote, Garcia, Braeutigam, Speer, Moore, Jarl, Beldon, Scott

Nays: None

Abstain: None

Absent: Tohmaz, Havill, Davis

**Action: MOTION PASSED WITH 8 AYES, 0 NAY, 0 ABSTAIN, AND 3 ABSENT.**

## **VII. Items for Individual Consideration**

### **6. ACS Advisory Board Contracts Performance Report.**

Board Member Moore expressed concerns about the limited number of dogs being pulled by K9's for Warriors and inquired about that status of the contract with regards to non-compliance. The City Attorney's Office advised that due to legalities, the City is not currently at liberty to publicly discuss the K9's for Warriors contract.

**Motion:** Board Member Moore moved to approve the ACS Advisory Board Contracts Performance report.  
Board Member Garcia seconded the motion.

**Vote:** Ayes: Ducote, Garcia, Braeutigam, Speer, Moore, Jarl, Beldon, Scott

Nays: None

Abstain: None

Absent: Tohmaz, Havill, Davis

**Action: MOTION PASSED WITH 8 AYES, 0 NAY, 0 ABSTAIN, AND 3 ABSENT.**

### **7. A Briefing on ACS Public Programs and Services.**

ACS Director, Shannon Sims provided a briefing on programs and services that ACS offers the residents of San Antonio. The briefing covered services such as 3-1-1 and Customer Services, Owner Surrenders, Spay/Neuter Services, Trap-Neuter-Return (TNR), Microchipping, Community Animal Support and Assistance (CASA), Community Vaccine Clinics, Adoptions, Fostering, and Shelter Paws.

### **8. A Briefing on Updates to the FY 2024 Budget Development.**

ACS Assistant to the Director, Shannon Oster-Gabrielson, provided a briefing on current developments to the ACS Fiscal Year 2024 budget. She discussed the implementation of additional microchip and vaccine clinics in the community, totaling 48 clinics throughout the San Antonio community with a focus on Districts

1 through 7 which scored higher on the Equity Atlas. She provided a tentative schedule for the FY 2024 clinics.

Oster-Gabrielson continued the briefing by discussing placement improvements which should help not only with rescues and adoptions, but also with quality of care for the animals at ACS' campus. Some of the improvements she mentioned were increasing the rescue group incentive pay from \$84 to \$200, increasing adoption assistance by having more staff available in the kennel buildings, increasing the behavioral assessments and enrichment options with an additional Trainer, and increasing the turnaround time on medical exams within 24 hours.

She continued with the announcing that ACS is currently looking into parts of San Antonio where vet care is sparse, so that the City can establish two additional spay/neuter clinics. These clinics would be similar in operations to those at Brooks City Base and Brackenridge. The goal is to provide an additional 13,000 free and low-cost surgeries.

Oster-Gabrielson concluded the briefing with an overview of additional positions that were either recently filled or currently interviewing candidates. Positions included a Facility Manager, Contract Coordinator, and Data Analytics.

## **9. ACS Advisory Board Officer Elections.**

ACS Director, Shannon Sims, facilitated the nominations of ACS Advisory Board Officer elections for the positions of Chair, Vice-Chair, and Secretary.

**Motion:** Board Member Speer moved to nominate Rita Braeutigam for Chair.  
Board Member Moore seconded the motion.

**Vote:** Ayes: Ducote, Garcia, Braeutigam, Speer, Moore, Jarl, Beldon, Scott

Nays: None

Abstain: None

Absent: Tohmaz, Havill, Davis

**Action:** **MOTION PASSED WITH 8 AYES, 0 NAY, 0 ABSTAIN, AND 3 ABSENT.**

**Motion:** Board Member Moore moved to nominate Susan Beldon for Vice-Chair.  
Board Member Scott seconded the motion.

**Vote:** Ayes: Ducote, Garcia, Braeutigam, Speer, Moore, Jarl, Beldon, Scott

Nays: None

Abstain: None

Absent: Tohmaz, Havill, Davis

**Action:**        **MOTION PASSED WITH 8 AYES, 0 NAY, 0 ABSTAIN, AND 3 ABSENT.**

**Motion:**        Board Member Moore moved to nominate Karen Speer for Secretary.  
Board Member Garcia seconded the motion.

**Vote:**            Ayes: Ducote, Garcia, Braeutigam, Speer, Moore, Jarl, Beldon, Scott

Nays: None

Abstain: None

Absent: Tohmaz, Havill, Davis

**Action:**        **MOTION PASSED WITH 8 AYES, 0 NAY, 0 ABSTAIN, AND 3 ABSENT.**

#### **10. Executive Session.**

At 7:35pm, pursuant to Texas Government Code Section 552.071, the ACS Advisory Board met with the City Attorney's Office to deliberate or discuss the following items: Personnel matter pursuant to Texas Government Code Sec. 551.074.

At 8:17pm, the ACS Advisory Board reconvened from Executive Session.

#### **VIII. Determination of Next Meeting Date**

The next ACS Advisory Board meeting, a Work Session, was scheduled for January 17, 2024.

#### **IX. Adjournment**

The meeting adjourned at 8:18 p.m.

**APPROVED**

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Rita Braeutigam, Chair  
Animal Care Services Advisory Board  
City of San Antonio